

**SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY**

SUBJECT: Architectural Studio Inc. Amendment 3

REQUESTED ACTION: Request BOCC to authorize Amendment 3

☐ Work Session (Report Only) **DATE OF MEETING:** 6/22/2010
☒ Regular Meeting ☐ Special Meeting

CONTRACT: ☒ N/A

Effective Date: 11/27/2007

Managing Division / Dept:

Vendor/Entity: Architectural Studio Inc

Termination Date: _____

Facilities Development and Maintenance

BUDGET IMPACT: \$37,500

☐ Annual

☒ Capital

☐ N/A

FUNDING SOURCE:

Capital Outlay Construction Fund

EXPENDITURE ACCOUNT:

305-100-519-6240

HISTORY/FACTS/ISSUES:

There is a need to expand architect and engineering services due to deficiencies with the exterior envelope of the Historic Courthouse to include, but not limited to, windows, doors, brick and roof components.

**THIRD AMENDMENT TO AGREEMENT
BETWEEN OWNER AND ARCHITECT AIA B141- 1997**

WHEREAS, on or about November 27, 2007, the Architecture Studio, Inc., a Florida Corporation (“Architect”), and the Board of County Commissioners of Sumter County, Florida, a subdivision of the State of Florida (the “Board”), entered into an Agreement (the “Agreement”), in which the Architect agreed to provide services in furtherance of the design of the Historic Courthouse for the benefit of Sumter County, and;

WHEREAS, the parties wish to amend the Agreement to more accurately memorialize the intentions of the parties with regard to certain increase of scope of services of the Agreement.

THEREFORE, the parties hereto, being fully advised of the terms herein, and having been advised by legal counsel, do hereby agree to amend the Agreement by this writing (the “Amendment”) and state the following:

1. That the “WHEREAS” recitals above are hereby acknowledged as true and accurate and are incorporated as if stated herein.
2. In accordance with Article 1.3.3 CHANGE IN SERVICES; Sumter County acknowledges the necessity to incorporate the following expanded architect and engineering services for the services listed below only.
 - A) Historic Courthouse Exterior Building Envelope -- Architecture Studio, Inc. Proposal dated June 15, 2010 in the amount of \$37,500. (Exhibit A)
 - B) The AIA D200 will serve as the tasks list for the scope of services.
 - C) The design product, construction documents \ bid documents \ permits documents will be due in accordance with Sumter County’s Master Project Schedule.
- 3) Any provisions of the original Agreement not replaced or contradicted by this Amendment, remain in full force and effect. In the event of any conflict

between the terms of this Amendment and the original Agreement, the terms
of this Amendment shall prevail.

Dated this ____ day of _____, 2010.

Architecture Studio, Inc.

SUMTER COUNTY

Joseph Rispoli
Senior Partner, President

Honorable Doug Gilpin
Chairman, Board of County Commissioners

Erik Garcia, Architect



The LEED Green Building Rating System is the nationally accepted benchmark for the design, construction, & operation of high performance green buildings.

June 15, 2010 (Revised)

Sumter County Board of Commissioners
Attn: Doug Conway
209 North Florida Street
Bushnell, FL 33513

RE: HISTORIC COURTHOUSE Exterior Restoration

Dear Doug:

Please accept this document as a formal request to provide architectural services for the exterior renovation of the Historic Courthouse.

SCOPE OF SERVICES: Our firm proposes to provide the following services:

1st. Phase- Construction Documents

1.1 Site Investigation:

Examine the site to determine the current condition of the building and the required Scope of Work.

1.2 Drawings:

Prepare construction drawings consisting of building plans and details; which depict the Scope of Work.

1.3 Specifications:

Provide construction specifications which describe the scope of work, general requirements, and building products proposed for the facility.

1.4 Documentation:

Submit one copy of the documents to the Owner. Make any mutually agreed upon changes to the documents. Also submit three signed and sealed copies of the documents to the Owner/General Contractor for permitting.

2nd. Phase- Bidding:

2.1 Prebid Meeting:

Attend a pre-bid meeting at the site to present the construction requirements to the bidders.

2.1 Addenda:

Respond to clarifications requests from the bidders. Issue any required addenda to the bidders and submit a copy of the addenda to the Owner.

2.2 Bid Evaluation:

Review the bids submitted to the Consultant from the Owner and provide recommendations for bid award.

3rd.Phase -Bidding Construction Administration

3.1 Pre-Construction Meeting:

Attend a pre-construction meeting at the site with representatives of the Owner, and the Contractor to review the contract schedule, contract requirements, staging area, and safety issues.

3.2 Submittals:

Review and process product submittals, Applications for Payment, Requests for Information, Change Orders, and Supplemental Instructions, from the Contractor and distribute to the Owner.

3.3 Construction Observations:

Conduct observations at major stages of the construction.

Prepare an observation report and submit the report to the Owner.

3.4 Substantial Completion Observation:

Conduct a substantial completion observation and submit a Certificate of Substantial Completion document including uncompleted Work items to the Contractor and Owner.

3.5 Final Completion Observation:

Conduct a final completion observation and submit a Final Completion Report to the Owner.

3.6 Construction Close-Out:

Review the construction close-out documents submitted by the Contractor and submit a copy to the Owner.

ARCHITECTURAL FEE

Our fee for Construction Documents shall be fixed at \$37,500. Revisions or work requested above and beyond the scope of work included shall be in accordance with Architecture Studio, Inc.'s Fee Schedule For Professional Services attached.

REIMBURSABLE INFORMATION

We shall provide three (3) signed and sealed sets of Construction Documents and check sets during the design process at no cost. Additional plans shall be at an additional cost to the Owner. We request a **\$1,000 allowance** that will be used as per project requirements.

If this proposal meets with your approval please inform us so that we can process accordingly.

Thank you,



Rolando Sosa
Senior Partner, President



Erik Garcia
Architect, Vice President